THESIS GRADUATION CHECKLIST – SPRING *OR* SUMMER OR FALL 2019

1. CANDIDATE PLAN OF STUDY

Signature of Candidate, Major Professor, and Graduate Coordinator required.

Only list graduate courses completed (or to be completed) for credit. No more than 6 hrs of 7000.

Half the credit hours must be earned in 6000-level or above.

Transfer credit requires pre-approval. Credit will be transferred but not grades.

- [ ] Spring 2019 Due Date: October 1 2018
- [ ] Summer 2019 Due Date: March 1 2019
- [ ] Fall 2019 Due Date: May 15 2019

2. ENROLLED

Students must be enrolled in their graduation term. If you have satisfied course requirements check with your program for options.

- [ ] Regular registration for Spring 2019   Ends: January 9
- [ ] Regular registration for Summer 2019   Ends: May 29
- [ ] Regular registration for Fall 2019   Ends: August 7

3. APPLICATION FOR GRADUATION

File the Application for Graduation in WebStar – no signatures required. $150 diploma fee assessed.

Applications for Graduation cannot be "rolled" over from a prior term. Deferral of graduation requires a second Application for Graduation in WebStar.

- [ ] Spring 2019 Due Date: March 1
- [ ] Summer 2019 Due Date: July 1
- [ ] Fall 2019 Due Date: October 1

4. THESIS

All thesis manuscripts must be defended publicly and approved by a committee of at least 3 graduate faculty. Manuscripts must be uploaded to the University Thesis & Dissertation Collection in ScholarWorks for a format check and again as final approved versions.

- [ ] Workshop: 3/27 Spring 2019 Defense Due Date: April 5 Spring 2019 Format Check Due Date: April 12
- [ ] Workshop: 6/26 Summer 2019 Defense Due Date: July 3 Summer 2019 Format Check Due Date: July 12
- [ ] Workshop: 10/23 Fall 2019 Defense Due Date: November 1 Fall 2019 Format Check Due Date: November 8

5. APPROVAL FORM

The Thesis Approval Form is due to the Graduate School office as a hard copy form. The form requires signatures of each committee member and twice by the student author.

- [ ] Spring 2019 Final Version + Approval Form Due Date: April 26
- [ ] Summer 2019 Final Version + Approval Form Due Date: July 26
- [ ] Fall 2019 Exam Final Version + Approval Form Due Date: November 22

6. COMMENCEMENT

- [ ] Ceremony: May 17   Degree Conferral Date: May 23
- [ ] Degree Conferral Date: August 5
- [ ] Ceremony: December 13   Degree Conferral Date: December 20